

CITY OF MILTON-FREEWATER

P.O. Box 6 Milton-Freewater, OR 97862 541-938-5531

POSITION ANNOUNCEMENT

Position: VOLUNTEER FIREFIGHTER

Salary: \$118 - \$392/month

Duties: This is a volunteer firefighting position performing a variety of duties including fire prevention, suppression, rescue, and disaster services to prevent or minimize the loss of life and property by fire or disaster conditions under the general guidance and direction of the City Fire Chief or senior chief office.

Qualifications:

Must be eighteen (18) years of age or older at the time of hiring; must possess and maintain a valid Oregon State Driver's license without record of suspension or revocation in any state; must not have a record of any felony convictions or disqualifying criminal histories within the past seven (7) years; must have the ability to read and write the English language; must meet departmental physical standards.

Through in-house and off-site training will require a thorough knowledge of modern fire suppression, prevention, rescue, and disaster principles, procedures, techniques, and equipment. Working knowledge of first aid and resuscitation techniques and their application. Considerable knowledge of applicable laws, ordinances, Departmental Standard Operating Procedures (SOP), and regulations. Ability to operate tools and equipment; to perform work requiring good physical condition; ability to exercise sound judgment, make good decisions, effectively give and receive verbal and written instructions.

Experience and Training:

Although no experience is necessary, there are regular monthly training meetings. Off-site training may be required as ALL volunteer firefighters shall complete Entry Level Firefighter and Hazardous Materials Awareness and Operations training within their first year of employment.

Method of Selection:

Interested candidates will submit to the Human Resource Office a City application and any supporting documentation and/or resume, which will then be reviewed by administrative staff to ensure the candidate meets minimum qualifications. Physical and/or mental examinations may be required at the City's expense. Candidates may be subject to an oral review and then after careful consideration and background information, the City Manager will approve all job offers.

Application: Applications are available from City Hall, PO Box 6, 722 S. Main, Milton-Freewater, OR 97862, 541-938-8243 or on the City's website at www.mfcity.com. Position open until filled. Disability accommodations made in the recruitment process upon request. Full application packet includes City Application, Position Announcement, Job Description, and Ethnic Self Identification (voluntary).

**City of Milton-Freewater
Fire Fighter
Job Description**

Title: Firefighter
Department: Fire
2002

2008

Reports to: City Fire Chief
Date: Approved August 12,

Reviewed March 25,

GENERAL PURPOSE:

Performs a variety of duties including fire prevention, suppression, rescue, and disaster services to prevent or minimize the loss of life and property by fire or disaster conditions.

SUPERVISION RECEIVED:

Works under the general guidance and direction of the City Fire Chief or senior chief officer.

DUTIES AND RESPONSIBILITIES:

Responds to alarms and activities at the scene of Fire and Disaster emergencies as required.

Attends all required training and meetings.

Maintains self discipline.

The examples of the above listed duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

PERIPHERAL DUTIES:

Attends conferences and meetings to keep abreast of current trends in the field; represents the City Fire Department in a variety of local, county, state and other meetings.

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES:

- A. Thorough knowledge of modern fire suppression, prevention, rescue, and disaster principles, procedures, techniques, and equipment; Working knowledge of first aid and resuscitation techniques and their application; Considerable knowledge of applicable laws, ordinances, Departmental Standard Operating Procedures, and regulations.
- B. Skill in the operation of the listed tools and equipment.
- C. Ability to perform work requiring good physical condition; ability to communicate effectively orally and in writing; ability to exercise sound judgment in evaluating situations and in making decision; ability to effectively give and receive verbal and written instructions.
- D. Ability to establish and maintain effective working relationships with other employees, supervisors, and the public; ability to meet the special requirements listed below.
- E. Ability to make sound management decisions.

SPECIAL REQUIREMENTS:

- A. Must be eighteen (18) years of age or older at the time of hiring.
- B. At the time of hire must possess and maintain a valid Oregon State Driver's license without record of suspension or revocation in any state.
- C. No felony convictions or disqualifying criminal histories within the past seven years.

- D. Ability to read and write the English language.
- E. Ability to meet departmental physical standards.

TOOLS AND EQUIPMENT USED:

Fire apparatus, fire pumps, fire hoses, other standard firefighting equipment, ladders, first aid equipment, rescue equipment, self contained breathing apparatus, radio, pager, personal computer, telephone, and facsimile machine.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit, talk or hear, stand, walk, use hand to finger, handle or operate objects, tools, or controls, and reach with hands and arms. The employee is occasionally required to climb or balance, stoop, kneel, crouch or crawl. Necessary use of Self-Contained breathing apparatus under strenuous conditions. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics describe here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed primarily in vehicles, outdoor settings, in all weather conditions, including temperature extremes, during day and night shifts. Work is often performed in emergency and stressful situations. The individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places, and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.

The noise level in the work environment is generally quiet in office settings and loud at the scene of an emergency.

This job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.